

22 JAN 1975

MEMORANDUM FOR: Chief, Plans and Policy Group  
SUBJECT : Office of Security Monthly Report

1. Forwarded herewith are the statistics for the Personnel Security and Investigations Directorate (PSI) for the month of December 1974.

a. Total Clearance Division receipts for December 1974 increased by 469 cases as compared to November 1974 (2235-1766); field receipts also increased (983-727). Total completions for December increased by 153 cases as compared to November (2024-1871); field completions increased by 179 cases (816-637). Total pending cases for December were up 211 cases as compared to November (2982-2771), as were field pending cases (1689-1522).

b. Figures concerning covert receipts for December as compared to November showed an increase of 144 cases (853-709). The pending SSA's for December showed a slight increase of 64 cases as compared to November (638-574). ISS & IST receipts for December increased by 101 cases as compared to November (308-207). Pending ISS & IST cases for December rose slightly as compared to November (609-536).

c. December receipts for reinvestigations showed an increase of 99 cases as compared to November (241-142). Reinvestigation completions showed a slight increase of 42 cases as compared to November (157-115).

2. There were no significant trends noted during the reporting period.

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3. Highlights for the reporting period included the following:

a. 179 retirees, of the total of 190 announced by the Office of Personnel, were debriefed. The remaining 11 retirees were not available for debriefing at Headquarters and are being processed in Absentia. No problems were encountered and there were no instances of individuals refusing to sign the Termination Secrecy Agreement.

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b. [REDACTED]  
assista [REDACTED]  
a speech at a meeting of the Council on Foreign Relations.

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d. On two occasions during the month, Office of security headquarters and field office personnel participated in training exercises on behalf of the Soviet East European Division for personnel of that Division preparing for Denied Area assignments.

e. A representative of the Division couriered classified information and charts to [REDACTED] to be used by the Deputy Director of Science and Technology, Mr. Carl Duckett, for briefing purposes there.

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Monthly Activities of the PSI Directorate  
(December 1974)

Clearance Division Activity

Total Cases Received	2235
Total Field Cases Received	983
Total Cases Processed	2024
Total Field Cases Processed	816
Total Cases Pending	2982
Total Field Cases Pending	1689

Field Office Investigative Assignments

Total Received	1365
Total Completed	1221
Total Pending	1976

Security Support Division

Operational Support

Total Headquarters and Field Office Manhours	2282
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External Activity

Briefings, Correspondence, Functional Guidance and Outside Activity Total Actions	949
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Interrogation Research

Overt 170 (118-fav; 52-note)	
Covert 26	
Total	196

OFFICE OF SECURITY

TIME FACTORS IN PROCESSING OVERT & SEMI-COVERT CASES

Month of DECEMBER 19 74

1. PROCESSING TIME (For* <u>139</u> Regular Cases)				
Time required during month to process to Approval or Disapproval, "Applicant Type"  cases received from Office of Personnel  (Average number of days):	DAYS  in  INVESTIGATION	Days in Research and Appraisal		TOTAL  DAYS
		SRD	PSD	
	<del>26.8</del> <u>27</u>	<del>4.4</del> <u>14</u>	<del>13.9</del> <u>14</u>	<del>45.1</del> <u>45</u>

2. ANALYSIS OF PROCESSING TIME	CASES
a. Less than 30 days	
b. 31 to 60 days	
c. 61 to 90 days	
d. 91 to 120 days	
e. 121 to 150 days	
f. over 150 days	

3. CASES PENDING OVER 90 DAYS	STATUS	
Number of "Applicant Type" cases	Deferred	Regular
received from Office of Personnel		
and pending more than 90 days	Total	

\*This figure does not include \_\_\_\_\_ cases where clearances were granted without FURTHER, OR IMMEDIATE INVESTIGATION which, if included, would give a grand total of \_\_\_\_\_ CASES.

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM: DD/PSI  
4 E 70, Hqs. *2*

EXTENSION 6746

NO.

DATE 22 JAN 1975

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Chief, PPG  
4 E 60, Hqs.

2.

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